

BRUNSWICK PRESERVATION & REVITALIZATION COMMITTEE

Tuesday, February 5, 2019, 6:00 PM

The Committee meeting was called to order at 6:00 p.m. by Council Member/Liaison Nathan Brown. Those present included: Council Member Nathan Brown, Committee Members; Kimberly Brandt (Preservation MD), Kelly White, Brian Keller, Abbie Ricketts, Alan Miner, and Mary Bellamy. Council Member Andrew St. John, Planning & Zoning employee Abby Ingram were also present.

- **Committee Chair & Secretary**

Mr. Brown discussed the roles of a committee chair and secretary. The Chair would coordinate in setting the agenda, walking through the agenda during the meetings, keeping the group focused and orderly. The secretary role was defined as recording meeting minutes. Mr. Brown discussed that the committee had a section on the city's website and that the purpose, committee members, agendas and meeting minutes would be posted. Mary Bellamy moved for Kelly White to be Chair, with Abbie Ricketts second. There were none opposed. Mary Bellamy moved for Kimberly Brandt to be Secretary, Brian Keller second. There were none opposed.

- **Committee Meeting Schedule**

Mr. Brown advised the committee it would be best to set consistent meeting times. The committee discussed the frequency to meet. It was decided that the committee would meet weekly (to start) and would adjust as necessary. Meetings will be on Monday's at the City Hall Conference Room, 6pm.

- **Discussion of Previous Council Presentations**

Mr. Brown gave the group an overview of how the council arrived at creation of the Preservation and Revitalization Committee. This included a variety of presentations that were given to the Mayor & Council at various meetings including the Preservation MD Presentation and the Small Area Plan. Mr. Brown notified the group that these presentations could be viewed on the city's website (under previous Mayor & Council Meetings). Mary Bellamy asked if the group could have access to the already existing information about Brunswick that shows the area previously added to the National Historic Boundaries. A copy of these documents will be sent to the group and added to the next meeting agenda. Abby Ingram informed the group that the train station and museum are 2 buildings listed on the historic register. The group would also like to review the first draft of the Small Area Plan and that will be provided and added to the next agenda. A discussion was held about several meetings that the Planning & Zoning group already held that investigated possible design guidelines for Brunswick and the research they had already done. Abby Ingram will provide examples of other municipality guidelines that the office obtained. One area that was pointed out was Eastport, MD as an example. Kimberly Brandt discussed that there is various legislation and guidelines across the state surrounding Historic Preservation & Conservation. She is going to reach out to her contacts and schedule to have people added to future meeting agendas to present/discuss what has been done in their communities, to include representatives of both communities which have Conservation Districts and communities which have Demolition Ordinances. The committee discussed what their focus would be, such as, recommending ordinances, conservation districts, changes of zoning ordinance, or demolition ordinance. Mr. Brown advised the committee that the committee was formed by the council without a specific area being designated. The committee is to decide if they feel

the best option is to designate a specific target area and how to move forward with that area or propose new ordinances, changes to zoning, or design guidelines. The committee agreed the best approach is to review the studies/information that is available, hear from and research other municipalities and what they have done, and then move forward on setting tangible deadlines and their focus.

- Purpose Statement

Mr. Brown discussed the purpose statement that was read at the January 22, 2019 Council Meeting. Mr. Brown informed the group that the purpose statement was drafted from reviewing various other municipalities who have similar types of committees. The purpose statement had input from Brunswick Main Street and the Council. The purpose statement was intended to be somewhat broad to allow the committee to research and define their recommendations.

Mary Bellamy asked how the committee might attack the third goal of the committee ("Investigate and report to the Mayor and Council on the use of various federal, state, local, or private funding sources, incentives, and other mechanisms available to promote historic preservation in the city."). Nathan Brown stated that he had found that language in the work of other cities and thought that it was appropriate to have here because of how it fit with the goal of revitalization. Abbie Ricketts said that the Main Street Economic Restructuring Committee has already done research in this area. Mary Bellamy suggested that the two committees meet jointly (this one and the Main Street ERC) and that Abbie find out what might be a good time for such a meeting.

The meeting adjourned at 7:00pm.

-Prepared by Nathan Brown